



**FAIR HOUSING RESOLUTION
TOWN OF EAST HAMPTON**

TOWN COUNCIL

Barbara W. Moore
Chairperson
Kevin Reich
Vice Chairman
Patience Anderson
Ted Hintz, Jr.
George Pfaffenbach
Mark Philhower
Philip Visintainer

- Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and
- Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and
- Whereas, The Town of East Hampton is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOVED, That the Town of East Hampton hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of East Hampton or his designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of East Hampton and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the East Hampton Town Council on April 22, 2014.

Sandra Wieleba, Town Clerk

Town Seal



Office of the TOWN MANAGER
MICHAEL MANISCALCO, MPA
mmaniscalco@easthamptonct.org

Town of East Hampton ***Fair Housing Policy Statement***

TOWN COUNCIL

Barbara W. Moore
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It is the policy of the Town of East Hampton to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of East Hampton must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of East Hampton or any of sub-recipient of the Town of East Hampton will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of East Hampton.

The municipality's Town Manager is responsible for the enforcement and implementation of this policy. Town Manager Michael Maniscalco may be reached at 860-267-4468 or mmaniscalco@easthamptonct.org

Complaints pertaining to discrimination in any program funded or administered by this Town of East Hampton, may be filed with the Town Manager's Office. The municipality's Grievance Procedure will be utilized in these cases.

Complaints also may be filed with the Commission on Human Rights and Opportunity, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of East Hampton employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of East Hampton.

Revised 2/13/13

Date

Michael Maniscalco, MPA
Town Manager

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting the Town Manager's Office, 20 East High Street, East Hampton, CT 06424 – Phone 860-267-4468.



Office of the TOWN MANAGER
MICHAEL MANISCALCO, MPA
mmaniscalco@easthamptonct.org

TOWN COUNCIL

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Town of East Hampton
Compliance with Title VI of the Civil Rights Act of 1964

The Town of East Hampton does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of East Hampton seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs covered by the Regulations.

This policy is effectuated through the methods of administration outlined in the Town of East Hampton's Fair Housing Plan and is fully implemented to ensure compliance by the Town of East Hampton, as the recipient, and by sub- recipients. The cooperation of all personnel is required.

Michael Maniscalco, MPA
Town Manager

Date



Town of East Hampton

AFFIRMATIVE ACTION POLICY STATEMENT

TOWN COUNCIL

Barbara W. Moore
Chairperson

Kevin Reich
Vice Chairman

Patience Anderson

Ted Hintz, Jr.

George Pfaffenbach

Mark Philhower

Philip Visintainer

As Town Manager of the Town of East Hampton, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of East Hampton's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that this Town of East Hampton will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, I have set goals to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. I further pledge that the Town of East Hampton will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town of East Hampton will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town of East Hampton to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, political belief or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonafide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.



The Town of East Hampton will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64). Discrimination against Criminal Offenders (46a-80). Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Town of East Hampton employees and will also be posted throughout the Town of East Hampton. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. The Town of East Hampton will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Lisa Seymour, Human Resources Coordinator, at 860-267-4468 and email personnel@easthamptonct.org

Date

Michael Maniscalco, MPA, Town Manager

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE ADA-504 COORDINATOR BY CALLING 860-267-4468.



Office of the POLICE DEPARTMENT

SEAN COX, CHIEF

scox@easthamptonct.org

April 11, 2014

To: Michael Maniscalco
Town Manager East Hampton, CT

From: Sean Cox
Police Chief

Re: Five Year Strategic Plan

Sir,

I have completed the five year strategic plan for the East Hampton Police Department and I am respectfully submitting it for review by you and the members of the Town Council. The plan consists of nine separate sections encompassing a majority of the challenges the police department faces. The plan identifies steps we will take annually and it establishes benchmarks that we are striving to achieve in the first fiscal year. Lastly, the plan requires an annual update with new benchmarks for the next fiscal year. The areas identified in the strategic plan were developed from a three pronged approach.

First, I conducted an operational assessment for safety and functionality of the existing Police Department facility. As you are aware, there was a significant list of safety and operational issues; some required immediate attention. While I did remedy some of the more flagrant problems, there is still a lot of work to be done.

Second, we sent out a community survey entitled, Citizen Expectations of Police Services Survey, which was designed to capture how the citizenry of East Hampton rated the current level of services provided to the by the police department. Unfortunately, we only received approximately forty responses. A large majority of those responses were submitted by patrons of the Senior Center.

Third, I requested a "Professional Profile" from every employee. As part of that profile request I asked each sworn employee to submit a copy of an arrest warrant that they authored for a Class A misdemeanor or higher and a copy of a search warrant authored by that employee for something other than medical records associated with a motor vehicle collision investigation. This Professional Profile provided with a baseline of each employees education, training and experience.





I sincerely thank you and the Town Council members for taking the time to review this plan and I look forward to working with you and the Town Council as we bring this plan to fruition and move the police department in a positive direction.

Respectfully Submitted,

Sean Cox
Chief of Police





"The Five Year Plan"

The five year plan is an organizational tool to help in the managing of the East Hampton Police Department. It will focus on where the department is, where it should be, and how it will get there. This strategic plan is the product of a leadership process that will help the department better focus its energies and resources to ensure that all members work toward the same goals.

Mission Statement:

It is the mission of the East Hampton Police Department to safeguard the lives and property of the people of East Hampton; to reduce the fear of crime through vigilant prevention efforts while enhancing public safety; we will work with and among our community partners to improve the quality of life for our citizens. We will serve East Hampton with honor and integrity and at all times conduct ourselves with the highest ethical standards to foster and maintain the trust of our community.

This mission statement helps to outline the direction this plan will take. The focus of all our efforts is to provide a higher level of police service. This plan will assist us in remaining focused on our mission.

- 1. Personnel:** Currently the East Hampton Police Department is budgeted for one Chief of Police, fourteen full-time sworn officers and two full-time clerical employees. This puts the total number of full time law enforcement employees at seventeen.

Thus, there are 1.07 full-time sworn patrol officers per thousand residents; which is 1.33 officers below the national average of 2.4 sworn officers per thousand residents. This data also shows that Connecticut averages 2.33 full-time officers per thousand residents. Which means East Hampton is 1.26 officers per thousand residents below the Connecticut average. (<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2011/crime-in-the-u.s.-2011/police-employee-data>). This data is based on the Annual 2011 Issue of Uniform Crime Reports; Crime in the United States. There are approximately 13,000 residents in the town of East Hampton.

Note: In addition to our sworn personnel, support personnel, in particular dispatching, has become an issue on a local, regional and State level. How best to deliver dispatching services to our community has become a focus of this administration and will continue to be a priority.





GOAL: Our goal is three fold: First, to professionally develop our personnel to meet the needs and expectations of our community. Second, to increase our diversity to accurately reflect the population we police. Third, to develop a recruitment and retention plan that allows us to schedule 1.25 full-time sworn officers, per thousand inhabitants.

| Fiscal Year | Objective | Comments |
|--------------|-----------|---|
| Annually | 1A | Monitor current and projected population and new construction projects to assure that staffing levels are at acceptable levels. |
| Annually | 1B | Monitor NIBRS and UCR reports, calls for service, traffic enforcement/accident data, and reports to assess workload levels. |
| Annually | 1C | Monitor regionalization requirements and efforts to ensure a strategic position in order to effectively react to changes. |
| FY2014-2015 | 1D | Fill the two existing open positions with patrol officers, with a focus on improving agency diversity |
| FY2014-2015 | 1E | Create, recruit and fill a Captains position |
| FY2014-2015 | 1F | Add one sworn officer position to our authorized strength |
| FY 2014-2015 | 1G | Draft proposal with Board of Education to fund a School Resource Officer |
| FY 2014-2015 | 1H | Once two new Officers complete FTO training; promote one Officer to the rank of Sergeant |
| FY 2014-2015 | 1I | Develop new staffing schedule committee which will research the possibility of a restructured schedule maximizing patrol efforts without a significant increasing to operational and personnel costs. |
| FY 2014-2015 | 1J | Restructure Organizational Chart |
| FY 2014-2015 | 1K | Develop, fund and implement a professional develop plan which includes the opportunity for all personnel to obtain EMT certification (3 Officers per fiscal year) |





2. Capital and Equipment: This encompasses the fleet, weapons, and capital equipment

GOAL: Maintain a safe operating vehicle fleet, develop and implement a maintenance program in proportion to personnel and workload needs. Maintain safe operating equipment for all personnel to efficiently and effectively perform required tasks.

| Fiscal Year | Objective | Comments |
|-------------|-----------|--|
| Annually | 2A | Review mileage vs. idling hours as well as wear on all vehicles; rotate and replace as necessary. |
| Annually | 2B | In a coordinated effort with Public Works develop and implement maintenance program to keep vehicle equipment at safe operating levels; replace as required. |
| Annually | 2C | Maintain weapons, ballistic vests, radios, laser units, radar units and all other safety equipment at the highest standards possible. Review industry standards for ballistic vests to assess the need for upgrading issued armor. |
| Annually | 2D | Standardize each patrol vehicles equipment inventory (first aid equipment, AED, weapons system, forms, etc.) and initiate a bi-annual inspection of each vehicle to ensure compliance Review annually to add new technology when possible. |
| 2014-2015 | 2E | Initiate a committee to research and propose purchase of new police boat |





3. Building and Grounds: Currently the East Hampton Police Department operates out of remodeled garage facility (reconfigured in the 1970s). The Agency outgrew this facility decades ago and currently it is not handicap accessible, it is not equipped with female restrooms, female locker room, female holding room, juvenile holding room (that is statutorily complaint) or a useable "Sally Port". Moreover, the prisoner processing room is woefully inadequate and presents hazardous working conditions for our Officers as prisoners are only partially restrained during the "booking" process.

GOAL: Maintain and enhance facility security and safety. Bring the facility into minimal ADA compliance as well as install facilities which enable the employment of female officers. Asses the area to assure maximum use of space and provide a professional working environment for all employees. Assure the grounds meet building and code requirements as well as OSHA requirements. Also provide a safe environment to assure maximum commitment to customer service and efficiency.

| Fiscal Year | Objective | Comments |
|-------------|-----------|---|
| FY2014-2015 | 3A | Improve facility safety, security, and work towards ADA compliance. |
| FY2014-2015 | 3B | Incorporate women's facilities in the police station so we can diversify our staff. |

4. Technology: Officer mounted cameras, Speed Detection Equipment, computer aided dispatch (CAD), report management system (RMS) etc...

GOAL: Utilize technology in order to maximize efficient expenditure of personnel's time, workload as we increase our transparency to our customer service base. Enhance service levels using technology and assure efficient and effective use of budget resources.

| Fiscal Year | Objective | Comments |
|-------------|-----------|--|
| FY2014-2015 | 4A | Research and implement an Officer mounted camera program |





| | | |
|-------------|----|--|
| FY2014-2015 | 4B | Research the reutilization of an existing unused "Citrix Server" and its compatibility with existing computer aided dispatch (HUNT Computers) vender to enable Officers to write and submit reports in the field. |
| FY2014-2015 | 4C | Research the possibility of utilizing an "on line" service so the public can request and purchase copies of police reports "on line". |
| FY2014-2015 | 4D | Apply for grant funded speed detection equipment to include partially funded traffic/ DUI enforcement vehicles |
| FY2014-2015 | 4E | Put out a bid for new more efficient CAD/RMS system |
| FY2014-2015 | 4F | Update department web page so residents have access to a TIP Line, requests for speed enforcement, file a complaint about or complement an Officer's performance, request an Officer to speak at a civic group or school, safety alerts etc... |

5. ADMINISTRATIVE OPERATING PROCEDURES

GOAL: To maintain a system of centralized purchasing and material inventory to enhance the use of budgetary resources. To further provide an inventory of safe and quality equipment and uniforms.

| Fiscal Year | Objective | Comments |
|-------------|-----------|---|
| Annually | 5A | Complete an inventory of all department equipment and property. |
| Annually | 5B | Review and evaluate purchasing procedures and inventory control. |
| Annually | 5C | Work to streamline the property and evidence intake and retention guidelines in order to improve the rate of current evidence disposal. |





2014-2015

5D

Computerize scheduling

6. POLICY & PROCEDURE/TRAINING

GOAL: Assure the best policy and procedures are maintained for department personnel. Provide professional control, accountability, responsibility and direction. Provide the best level of professional police service to the Town of East Hampton.

| Fiscal Year | Objective | Comments |
|-------------|-----------|--|
| Annually | 6A | Assure all personnel meet the training goals of 60 hours for sworn officers. |
| Annually | 6B | All sworn personnel to qualify at the range (4 hours minimum) each fiscal year. With a goal to move towards twice a fiscal year by the end of the five year plan. |
| Annually | 6C | All sworn supervisory personnel have knowledge of the video recording system for interview and interrogation. |
| Annually | 6D | All sworn personnel complying with State mandate. |
| Annually | 6E | Send at least three Officers each fiscal year to some level of continuing education (Fire Arms Instructor FTO, EMT certification, Car seat installation) programs. |
| FY2014-2015 | 6F | Implement, disseminate and train all personnel on new Standard Operating Procedures Manual |
| FY2014-2015 | 6G | Additional watercraft licensing/training will be need by several officers required to operate the police boat and also in the use of the technology on-board. |





7. CRIME PREVENTION AND CONTROL

GOAL: Provide a safe community environment for all citizens. Effectively investigate and manage all reports of crime. Work to prevent crime through department programs, community interaction and through investigation of incidents.

| Fiscal Year | Objective | Comments |
|-------------|-----------|--|
| Annually | 7A | Actively seek out and increase attendance at community activities. |
| Annually | 7B | Enhance community partnerships with neighborhood associations, civic organizations, Church Leaders, Neighborhood Watch Groups and locally owned businesses by improving communications between and among these organizations through meetings and East Hampton Alerts messaging. |
| FY2014-2015 | 7C | Develop and implement an information sharing network with our surrounding towns and law enforcement partners to address burglaries, larcenies, robberies and vandalism. |
| FY2014-2015 | 7D | Upon reaching a staffing level of fourteen sworn personnel; assign one officer to the Statewide Narcotics Task Force |

8. TRAFFIC SAFETY/ENFORCEMENT

GOAL: Assure a safe community environment on our streets and highways. Monitor selective enforcement data and respond with enforcement to areas of need. Reduce the number of accidents and increase the rate of compliance for safety restraint devices.

| Fiscal Year | Objective | Comments |
|-------------|-----------|---|
| Annually | 8B | Increase DUI enforcement the Town of East Hampton through extra patrols, community outreach working with beverage servers/sellers and coordinated enforcement (Liquor Control). |





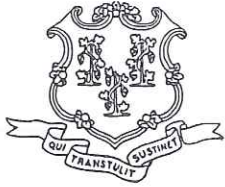
| | | |
|-----------|----|---|
| Annually | 8C | Provide safety information and material to the public concerning driver safety, seatbelt usage, elderly driving issues and child safety. |
| Annually | 8D | Utilize selective enforcement data to determine peak accident areas and apply prevention and enforcement to reduce the accident and injury rates, town-wide. |
| Annually | 8E | Research and apply for grant funded DUI, speed and distracted driver enforcement programs |
| 2014-2015 | 8F | Apply for grant funded equipment related to DUI enforcement to include but not limited to DUI checkpoint signs, unmarked vehicles, and speed monitoring signs |

9. PLANNING

GOAL: To identify capital projects/special events within the Town of East Hampton and/or region that could impact police services.

| Fiscal Year | Objective | Comments |
|--------------|-----------|---|
| Annually | 9A | Capital projects or road improvement projects can and will have significant impact on police operations. Any large scale building projects or road projects need to be examined. |
| Annually | 9B | Quarterly meetings with the planning department and the other two branches of emergency service (Fire/EMS) to examine projects to measure the projects impact on emergency services in advance for large scale development. |
| FY 2014-2015 | 9C | Implement a plan to pursue state accreditation. To include but not limited to assigning an agency member as the accreditation manager. |
| FY 2014-2015 | 9D | Present an update on this five year plan to the Town Council to include a detailed plan for fiscal year 2015-2016. Said plan will have clearly identified benchmarks for success. |





STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

March 31, 2014

The Honorable Barbara Moore
Chairperson – Town Council
Town of East Hampton
20 East High Street
East Hampton, Connecticut 06424

Dear Chairperson Moore:

Subject: Letter of Agreement for the Maintenance of Concrete Sidewalks
State Project No. 41-113
Intersection and Safety Improvements on Route 66
At Route 196 and Old Marlborough Road
Town of East Hampton

The Department of Transportation (Department) has developed plans for the intersection improvements and safety improvements on Route 66 at Route 196 and Old Marlborough Road. Under this project, existing sections of sidewalk will be replaced and new sections of sidewalk will be constructed at no cost to the Town of East Hampton.

Upon completion of the project, the Town shall assume full responsibility for maintenance, including snow and ice removal, and all liability for the sidewalks constructed within the project limits.

The Town's concurrence is required on this "Letter of Agreement." By signing below, the Town agrees to assume full responsibility for the maintenance of concrete sidewalks as described above and shown in the attached plan sheet(s). Please return the signed copy to me at the letterhead address within thirty days (30 days) of receiving this letter. Please retain a copy for your files.

Should you have any questions regarding this matter, please contact Mr. David W. Harms, Project Manager, at (860) 594-3291.


Very truly yours,

Timothy M. Wilson, P.E.
Manager of Highway Design
Bureau of Engineering and Construction



Chatham Historical Society, Inc. Est. 1963
6 Bevin Blvd.
East Hampton, CT 06424

Sandy Doran, President
Phone: 860-267-8953
ChathamHistoricalSocietyCT.org



April 6, 2014

Water Pollution Control Authority

Gildersleeve Drive

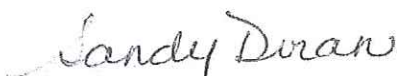
East Hampton, CT 06424

Dear Mr. Susco,

The Chatham Historical Society is requesting that the WPCA waive all of the fees for water and sewer hookups to the museum building on Bevin Boulevard.

Thank you very much.

Sincerely,



Sandy Doran, President

Chatham Historical Society

Sirois, Cathy

From: Maniscalco, Mike
Sent: Thursday, April 10, 2014 11:06 AM
To: Sirois, Cathy
Subject: FW: Request of Chatham Historical Soc
Attachments: CHS request.pdf

Please add for Council meeting

Michael Maniscalco, MPA

Town Manager
Town of East Hampton
20 E. High St.
East Hampton CT, 06424

860-267-4468

Follow us on Twitter @EHTown_manager

From: VINCENT SUSCO [<mailto:vsusco@sbcglobal.net>]
Sent: Thursday, April 10, 2014 10:36 AM
To: Maniscalco, Mike
Cc: Sirois, Cathy
Subject: Request of Chatham Historical Soc

Attached you find a request from the CHS to waive all connections fees associated with their water and sewer hookup.

The Sewer connection charge (\$2,500.00) will be discussed at the 5/6 WPCA. meeting and I presume they will waive it.

The WPCA cannot authorize the water action as that budget is controlled by the Town.

For the water connection charge (\$3,925.00) that will take TC authorization. Please make this request part of your Managers report for the 4/22 TC meeting.

If approved we will require a copy of the minutes waiving the charge.



Quarterly Report, East Hampton High School Renovation
State Project No. 042-0041 EA/RR
Period Ending March 31, 2013

To: Town Council

From: Building committee

Re: EHHS Quarterly Report No. 4

Dear Chair and Members,

January:

January started with the receipt of the revised enrollment projections from NESDEC. The enrollment was approximately 10% less for the current year. The project team evaluated the information and communicated the impact of the declined enrollment to the Board of Education and School Building Committee. The Building Committee then tasked the project team with refining the design that would cost the Town of East Hampton no more than originally approved in the referendum of June 2013.

February:

After receiving direction from the building committee at the January meetings, the project team presented the revised design, along with a revised estimate. The building committee voted to approve the design and estimate to move forward with design development. Additionally, the project team presented the committee with additional information relating to a geo-thermal heating and cooling system. Due to the support from various Town residents and the Clean Energy Task Force for a renewable fuel source, the project team recommended to the building committee that they consider having the design team design a geo-thermal heating/cooling system as an alternate should the bidding environment be favorable and there be enough funds to support the geo-thermal system. The building committee discussed at length the recommendation and after careful consideration voted in favor of designing an alternate design for geo-thermal. The remainder of February consisted of the project team conducting interviews of the high school staff.

March:

The design development phase continued moving forward with staff and administration to review construction phasing and finishes. The project team is preparing for the approval and construction process by soliciting pricing from various specialty consultants (environmental, third party review) and beginning dialogue with Town officials (Planning & Zoning, Fire Marshall). The design team put the committee and Board of Education members through an exercise in relation to the interior finishes. From this exercise the design team was able to glean information about their preferences of different types of interior styles. The design team is scheduled to complete the design development phase in early April.

Budget:

Please see attached the Project budget month ending March 31, 2014.

EAST HAMPTON HIGH SCHOOL RENOVATION
15 North Maple Street
East Hampton, CT
STATE PROJECT #042-0041 EA/RR
Month Ending March 31, 2014



| Ref | Project Budget | Budget a | Budget Adjustments b | Revised Budget c | Paid-to-Date d | To be Paid e | Variance from Revised Budget c-(d+e) |
|-----|------------------------------------|---------------|----------------------------|---------------------|-------------------|-----------------|--|
| 1 | Architectural Design - SLAM | \$ 2,691,000 | \$ (53,562) | \$ 2,637,438 | \$ 394,810 | \$ 2,242,628 | \$ - |
| 2 | Other Professional Fees | \$ 1,750,000 | \$ (255,032) | \$ 1,494,968 | \$ 204,579 | \$ 1,290,389 | \$ - |
| 2a | Project Management (CREC) | \$ 15,000 | \$ - | \$ 15,000 | \$ - | \$ 15,000 | \$ - |
| 2b | Plan Approval Fees | \$ 25,000 | \$ - | \$ 25,000 | \$ - | \$ 25,000 | \$ - |
| 2c | Special Inspections | \$ 50,000 | \$ - | \$ 50,000 | \$ 7,324 | \$ 42,676 | \$ - |
| 2d | Legal Fees | \$ 15,000 | \$ - | \$ 15,000 | \$ - | \$ 15,000 | \$ - |
| 2e | Peer Review Consultant | \$ 40,000 | \$ - | \$ 40,000 | \$ - | \$ 40,000 | \$ - |
| 2f | Redicheck | \$ 10,000 | \$ - | \$ 10,000 | \$ - | \$ 10,000 | \$ - |
| 2g | Advertising / Legal Notices | \$ 25,000 | \$ - | \$ 25,000 | \$ - | \$ 25,000 | \$ - |
| 2h | Bid Document Reproduction | \$ 25,000 | \$ (25,000) | \$ - | \$ - | \$ - | \$ - |
| 2i | Geotechnical Services | \$ 15,000 | \$ (15,000) | \$ - | \$ - | \$ - | \$ - |
| 2j | Land Survey | \$ 125,000 | \$ (50,000) | \$ 75,000 | \$ - | \$ 75,000 | \$ - |
| 2k | Environmental Consultant | \$ 50,000 | \$ - | \$ 50,000 | \$ - | \$ 50,000 | \$ - |
| 2l | Testing / Inspections | \$ 125,000 | \$ (38,600) | \$ 86,400 | \$ - | \$ 86,400 | \$ - |
| 2m | Commissioning | \$ 15,000 | \$ - | \$ 15,000 | \$ 1,282 | \$ 13,718 | \$ - |
| 2n | Municipal / Admin Fees | \$ 50,000 | \$ - | \$ 50,000 | \$ - | \$ 50,000 | \$ - |
| 2o | Financial / Auditing | \$ 50,000 | \$ - | \$ 50,000 | \$ - | \$ 50,000 | \$ - |
| 2p | Bond Origination Fees | \$ 380,000 | \$ - | \$ 380,000 | \$ - | \$ 380,000 | \$ - |
| 2q | Bond Interest Fees | \$ 125,000 | \$ - | \$ 125,000 | \$ - | \$ 125,000 | \$ - |
| 2r | Insurance/Builders Risk | \$ 58,520 | \$ 10,000 | \$ 68,520 | \$ 28,400 | \$ 40,120 | \$ - |
| 2s | Pre Construction Fees | \$ 16,200 | \$ - | \$ 16,200 | \$ - | \$ 16,200 | \$ - |
| 2t | Pre Referendum Fees | \$ 25,000 | \$ - | \$ 25,000 | \$ - | \$ 25,000 | \$ - |
| 2u | Other Professional Fees | \$ 125,000 | \$ - | \$ 125,000 | \$ - | \$ 125,000 | \$ - |
| 2v | Move Management Costs | \$ 3,114,720 | \$ (373,632) | \$ 2,741,088 | \$ 241,586 | \$ 2,499,502 | \$ - |
| 2 | Other Professional Fees | \$ 41,400,000 | \$ (1,270,637) | \$ 40,129,363 | \$ - | \$ 40,129,363 | \$ - |
| 3 | Construction Manager GMP - Downes | \$ 2,026,500 | \$ - | \$ 2,026,500 | \$ - | \$ 2,026,500 | \$ - |
| 4 | Furniture, Fixtures, and Equipment | \$ 2,462,780 | \$ 1,697,831 | \$ 4,160,611 | \$ - | \$ 4,160,611 | \$ - |
| 5 | Owner Contingency | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | Totals | \$ 51,695,000 | \$ 0 | \$ 51,695,000 | \$ 636,396 | \$ 51,058,604 | \$ - |

Contingency Impact from Budget Adjustments \$ 1,697,831

| <u>Ref</u> | <u>Company</u> | <u>Type</u> | <u>Amount</u> | <u>Status</u> | <u>Notes</u> |
|------------|--|--------------------|---------------------|---------------|-------------------|
| | Architectural Design - SLAM | Budget | \$ 2,691,000 | | |
| | Architectural Design - SLAM | Budget Adjustments | \$ 15,000 | Approved | Survey to Arch. |
| | Architectural Design - SLAM | Budget Adjustments | \$ 25,000 | Approved | Geo-Tech to Arch |
| | Architectural Design - SLAM | Budget Adjustments | \$ 50,000 | Approved | PCB's to Arch |
| | Architectural Design - SLAM | Budget Adjustments | \$ (191,000) | Approved | Arch Proposed Fee |
| | Architectural Design - SLAM | Budget Adjustments | \$ 14,438 | Approved | Test Bore |
| | Architectural Design - SLAM | Budget Adjustments | \$ 33,000 | Approved | Schem. Re-design |
| 1 | Architectural Design - SLAM Total | | \$ 2,637,438 | | |
| | Project Management (CREC) | Budget | \$ 1,750,000 | | |
| | Project Management (CREC) | Budget Adjustments | \$ (255,032) | Approved | Proposed Fee |
| 2a | Project Management (CREC) Total | | \$ 1,494,968 | | |
| | Plan Approval Fees | Budget | \$ 15,000 | | |
| 2b | Plan Approval Fees Total | | \$ 15,000 | | |
| | Special Inspections | Budget | \$ 25,000 | | |
| 2c | Special Inspections Total | | \$ 25,000 | | |
| | Peer Review Consultant | Budget | \$ 15,000 | | |
| 2d | Peer Review Consultant Total | | \$ 15,000 | | |
| | Legal Fees | Budget | \$ 50,000 | | |
| 2f | Legal Fees Total | | \$ 50,000 | | |
| | Redicheck | Budget | \$ 40,000 | | |
| 2f | Redicheck Total | | \$ 40,000 | | |
| | Advertising / Legal Notices | Budget | \$ 10,000 | | |
| 2g | Advertising / Legal Notices Total | | \$ 10,000 | | |
| | Bid Document Reproduction | Budget | \$ 25,000 | | |
| 2h | Bid Document Reproduction Total | | \$ 25,000 | | |
| | Geotechnical Services | Budget | \$ 25,000 | | |
| | Geotechnical Services | Budget Adjustments | \$ (25,000) | Approved | Moved to Arch |
| 2i | Geotechnical Services Total | | \$ - | | |
| | Land Survey | Budget | \$ 15,000 | | |
| | Land Survey | Budget Adjustments | \$ (15,000) | Approved | Moved to Arch |
| 2j | Land Survey Total | | \$ - | | |
| | Environmental Consultant | Budget | \$ 125,000 | | |
| | Environmental Consultant | Budget Adjustments | \$ (50,000) | Approved | Moved to Arch |

| <u>Ref</u> | <u>Company</u> | <u>Type</u> | <u>Amount</u> | <u>Status</u> | <u>Notes</u> |
|------------|---|--------------------|----------------------|---------------|----------------|
| 2k | Environmental Consultant Total | | \$ 75,000 | | |
| | <i>Testing / Inspections</i> | Budget | \$ 50,000 | | |
| | <i>Testing / Inspections</i> | Budget Adjustments | | | |
| 2l | Testing / Inspections Total | | \$ 50,000 | | |
| | <i>Commissioning</i> | Budget | \$ 125,000 | | |
| | <i>Commissioning</i> | Budget Adjustments | \$ (38,600) | Approved | Proposed Fee |
| 2m | Commissioning Total | | \$ 86,400 | | |
| | <i>Municipal / Admin Fees</i> | Budget | \$ 15,000 | | |
| | <i>Municipal / Admin Fees</i> | Budget Adjustments | | | |
| 2n | Municipal / Admin Fees Total | | \$ 15,000 | | |
| | <i>Financial /Auditing</i> | Budget | \$ 50,000 | | |
| | <i>Financial /Auditing</i> | Budget Adjustments | | | |
| 2o | Financial /Auditing Total | | \$ 50,000 | | |
| | <i>Bond Origination Fees</i> | Budget | \$ 50,000 | | |
| | <i>Bond Origination Fees</i> | Budget Adjustments | | | |
| 2p | Bond Origination Fees Total | | \$ 50,000 | | |
| | <i>Bond Interest Fees</i> | Budget | \$ 380,000 | | |
| | <i>Bond Interest Fees</i> | Budget Adjustments | | | |
| 2q | Bond Interest Fees Total | | \$ 380,000 | | |
| | <i>Insurance/Builders Risk</i> | Budget | \$ 125,000 | | |
| | <i>Insurance/Builders Risk</i> | Budget Adjustments | | | |
| 2r | Insurance/Builders Risk Total | | \$ 125,000 | | |
| | <i>Pre Construction Fees</i> | Budget | \$ 58,520 | | |
| | <i>Pre Construction Fees</i> | Budget Adjustments | \$ 10,000 | Approved | SD re-estimate |
| 2s | Pre Construction Fees Total | | \$ 68,520 | | |
| | <i>Pre Referendum Fees</i> | Budget | \$ 16,200 | | |
| | <i>Pre Referendum Fees</i> | Budget Adjustments | | | |
| 2t | Pre Referendum Fees Total | | \$ 16,200 | | |
| | <i>Other Professional Fees</i> | Budget | \$ 25,000 | | |
| | <i>Other Professional Fees</i> | Budget Adjustments | | | |
| 2u | Other Professional Fees Total | | \$ 25,000 | | |
| | <i>Move Management Costs</i> | Budget | \$ 125,000 | | |
| | <i>Move Management Costs</i> | Budget Adjustments | | | |
| 2v | Move Management Costs Total | | \$ 125,000 | | |
| | <i>Construction Manager GMP - Downes</i> | Budget | \$ 41,400,000 | | |
| | <i>Construction Manager GMP - Downes</i> | Budget Adjustments | \$ (1,270,637) | Approved | SD Revised |
| 3 | Construction Manager GIMP - Downes Total | | \$ 40,129,363 | | |
| | <i>Furniture, Fixtures, and Equipment</i> | Budget | \$ 2,026,500 | | |
| | <i>Furniture, Fixtures, and Equipment</i> | Budget Adjustments | | | |

| <u>Ref</u> | <u>Company</u> | <u>Type</u> | <u>Amount</u> | <u>Status</u> | <u>Notes</u> |
|------------|---|--------------------|---------------------|---------------|---------------------------------|
| 4 | Furniture, Fixtures, and Equipment Total | | \$ 2,026,500 | | |
| | Owner Contingency | Budget | \$ 2,462,780 | Approved | Adjusted Budget/Contract Amount |
| | Owner Contingency | Budget Adjustments | \$ 191,000 | Approved | Adjusted Budget/Contract Amount |
| | Owner Contingency | Budget Adjustments | \$ 255,032 | Approved | Adjusted Budget/Contract Amount |
| | Owner Contingency | Budget Adjustments | \$ 38,600 | Approved | Test bore |
| | Owner Contingency | Budget Adjustments | \$ (14,438) | Approved | Schematic Re-Design |
| | Owner Contingency | Budget Adjustments | \$ (43,000) | Approved | Schematic Re-Design |
| | Owner Contingency | Budget Adjustments | \$ 1,270,637 | Approved | |
| 5 | Owner Contingency Total | | \$ 4,160,611 | | |

EAST HAMPTON HIGH SCHOOL
 15 North Maple Street
 East Hampton, CT
 STATE PROJECT #042-0041 EA/RR
 Period Ending June 30, 2013



Contracts & Change Orders

| Company | Type | Amount | A/P | Notes |
|---------------------|--------------|------------------------|----------|--|
| CREC | Contract | \$ 1,494,968.00 | Approved | 9/26/2013 |
| CREC Total | | \$ 1,494,968.00 | | |
| SLAM | Contract | \$ 1,710,000.00 | Approved | |
| SLAM | Change Order | \$ 880,000.00 | Approved | Constr. Bgt. Increase + survey/geotech/PCB's 9/26/13 |
| SLAM Total | | \$ 2,590,000.00 | | |
| Downes | Contract | \$ 58,520.00 | Approved | Pre-Construction |
| Downes Total | | \$ 58,520.00 | | |
| HEA | Contract | \$ 86,400.00 | Approved | SBC Mtg. 9/26/13 |
| HEA Total | | \$ 86,400.00 | | |



Office of the COLLECTOR OF REVENUE

NANCY HASSELMAN, CCMC

nhasselman@easthamptonct.org

April 17, 2014

To: The East Hampton Town Council

Documentation of the below listed tax refunds are available in the Tax Office for your review if you so desire. The refunds total \$6,134.73.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

0 * C

133 * 98 +
229 * 57 +
196 * 80 +
1,687 * 18 +
1,706 * 22 +
21 * 78 +
13 * 31 +
652 * 44 +
920 * 00 +
573 * 45 +
6,134 * 73 *

0 * C



Mr Louis A. Carillo Jr.
38 Old Middletown Ave
East Hampton, CT 06424



FOWLER-DIX-PARK POST NO. 5095
20 N Maple Street
East Hampton, Connecticut 06424



Town Manager Michael Mancuso & Town Council are cordially
invited to participate in the East Hampton Memorial Day parade on Monday,
May 26, 2014.

This year, we again invite you to enter a float. Floats should be of patriotic theme.
Trophies will be awarded for 1st, 2nd and 3rd place.

The parade will assemble at the East Hampton High School on North Maple Street
at 8:30a.m. Please feel free to contact me at 860-462-3711 if you have questions
or need further information.

Sincerely,

A handwritten signature in cursive script, reading "Louis G. Carillo".

Louis Carillo, President
VFW Post #5095
Memorial Day Parade Veterans Association



Dear Mr. Maniscalco,

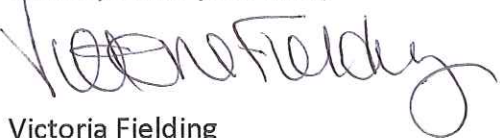
I am writing to express my concern over the current state of our library. As a resident of 9 years with 2 small children, I have visited the library countless times. In fact, now that I have children, I can say that we are generally there once a week. I have become more and more dissatisfied with the way the library has been run as the years have passed, and I feel now that I need to at least voice my concerns.

-- **Why is there no Board of Directors?** As the library is a public institution funded by and for taxpayers, it is slightly mind-boggling that there is no Board. The library should be guided by a diverse group of representatives from the town: the actual people who use it, rather than by one, paid employee. I feel it leaves too many important decisions in the hands of one person who may not understand the desires of the patrons. Having a Board allows for multiple perspectives and opinions to be considered. The current set up in which the Library Director reports to the Parks and Recreation department seems arbitrary.

-- **Where is the Children's Librarian?** The Children's Librarian has been gone since November, I believe. It took weeks for the position to be posted, and it has now been MONTHS and there is still no Children's Librarian. Even before this past resignation, the Children's department has been plagued by a revolving door through which underqualified (because the job requirements have been minimal as compared to what is required of other Children's Librarians in the state) candidates have come and gone. Being very familiar with this department, since I am so frequently there with my kids, I am saddened by the lack of new books, the poor organization of the collection, the hastily and carelessly crafted displays, the lack of well-organized children's programming... A proper Children's Librarian could do so much with the excellent space allotted for the Children's section. The right person with the right qualifications and education could really improve the quality of this department.

I am advocating for a change to the way our library is currently managed. I would like to see a Board of Directors established so that town members feel like they have a real voice in the way their library is being run. I feel that an interested and committed group of townspeople who would work in concert with the Library Director is a necessity if our library is going to improve and become a vibrant and exciting establishment that our adults and children want to frequent.

Thank you for your time,



Victoria Fielding

30 South Main Street

East Hampton, CT 06424





93 Chapman Rd.
Marlborough, CT
April 10, 2014

Michael Maniscalco
Town Manager
20 East High Street
East Hampton, CT 06424

Dear Sir;

I read with interest a recent article in The Rivereast regarding the proposed establishment of a citizens committee to provide advice on operations of the East Hampton Public Library.

While I am all in favor of citizens' involvement in the operation of public institutions, in this situation there is an extremely important circumstance that should be considered. Specifically, I refer to the policy on new book acquisitions for the collection.

If you believe, as I do, that the fundamental purpose of any library is to provide tools for enhancing the life of the mind, then my experience has been that the library in our area that provides the most serious and consistent focus to this task is the East Hampton Public Library. When I say area, I include such mega-libraries as the Russell in Middletown, Hartford Public and Glastonbury.

Alas, we live in an age when book publishing has become an "industry" and as is the case with all industries, the advertising din obscures the landscape. We are deluged with books devoted to ideological blather, self-promotion, and various celebrity-based "enthusiasms". But in addition to this "chaff", there is actually "wheat" out there. That is, there are excellent books being produced that bear on the human condition and are based on objectified information – the most valuable commodity we have to guide our thinking. However, there is a problem in ferreting such stuff out, since books of this genre seldom occasion the notoriety accompanying the release of some movie star's memoirs or the like.

So it is altogether remarkable that a relatively small-town library such as the East Hampton Public Library has acquired a group of people with book acquisition responsibilities who have the skill and knowledge to dispatch this requirement with such unerring judgment.

It would be a tragedy to allow this unique quality of the East Hampton Public Library to be compromised by the interference of the enthusiastic, but unskilled and uninformed.

Very truly yours,


R. C. McFarland